



**ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, September 8, 2020, 3:00 p.m.
Teleconference Meeting due to COVID-19**

The teleconference meeting was called to order at 3:00 p.m.

1. Roll Call of Committee Members:

Committee Members Present: Amy Newell, Bob Culbertson, Don Bussey
Staff Present: Brian Lockwood, General Manager (GM), Helen Rodriguez, Finance & Administrative Services Manager (FASM), Nancy Trevino, Financial Analyst (FA)

2. Director Comments: None

3. Public Comments: None

4. Consider Approval of August 11, 2020 Meeting Minutes: Director Newell moved to approve the August 11, 2020 minutes, Director Bussey seconded. The motion carried following roll call vote.

5. Review and Consider Accepting Financial Reports: The Committee reviewed the Financial Reports and accepted them by consensus.

6. Review and Consider Accepting Cash Flow Reports: The Committee reviewed the Cash Flow Reports and accepted them by consensus.

7. Discuss Future Agenda Items: Check Signing Policy Status Update, Adaptive Management Plan, Revised EIR, Employee Handbook.

8. Next Meeting Date: Next meeting date set for Tuesday, October 13, 2020, 3:00 p.m.

Adjournment at 3:17 p.m.